

IDAHO MANAGEMENT AND ACCOUNTABILITY SYSTEM
I M A S
Program Monitor Review Calendar

The State ABE Director and the Technical Assistant will conduct an on-site visit using the monitoring tool and site agenda posted on the website at www.sde.state.id.us/certification/AdultEd.asp under Menu item: “Monitoring and Review” according to the following schedule:

Boise State University- October 2006

College of Southern Idaho- October 2006

Idaho State University- November 2006

Eastern Idaho Technical College- November 2006

North Idaho College- January 2006 (State ABE Director will conduct the on-site visit)

Lewis-Clark State College- January 2007

Monitoring Procedure:

- 1) Please review the instrument and agenda
- 2) The State Director or TA will contact the program director to review and/or revise the agenda, as needed, and answer any questions about the review that the program may have. All the agenda items must be covered in the review.
- 3) Please note the procedure regarding action plans stated in the monitoring instrument should a compliance issue arise.
- 4) Please note that the state has TA and training available to you whenever you need it. Contact Vicki Morgan at Vicki_morgan@nic.edu or Cheryl Engel at csengel@sde.idaho.gov. Access Plus is also available to offer assistance as needed. The appropriate person will be sent to your site based on your need and the level of expertise required.

Note: If the program site is scheduled for a full program review, this data monitoring visit will be included in the review.